

Order of Service - DATE

Title/Theme

Celebrant -
Reflection Title -

	Component	Person	Title/Description	Audio Source	Video Source
1	Display Order of Service			<i>[Audio Playlist]</i>	<i>[Slideshow]</i>
3:25 - Check that the celebrant and welcome speaker are ready. 3:30 - Introductory technical announcements - Mute All and invite first speaker to unmute. Cue for Welcome Speaker = "Recording Started"					
2	Welcome/Board Minute			<i>[Speaker]</i>	<i>Camera</i> <i>Guen</i> <i>[Slideshow]</i>
3	Chalice Lighting			<i>[Speaker]</i>	<i>Camera</i>
4	Song			<i>Video-Audio</i>	<i>[video]</i>
5	Time for All Ages	Melissa?		<i>Speaker</i>	<i>Camera</i>
6	Joys and Sorrows + Meditation		Type in chat or say out loud	<i>[Speaker]</i>	<i>Camera</i> <i>(auto switch)</i>
7	Song	Markus		<i>Video-Audio</i>	<i>[video]</i>
8	Reading			<i>[Speaker]</i>	<i>Camera</i>
9	Anthem	Markus		<i>Video-Audio</i>	
10	Reflection			<i>[Speaker]</i>	<i>Camera</i>
11	Interactive			<i>[Speaker]</i>	<i>Camera</i> <i>Slideshow]</i>
11	Share the Plate for May	Ali		<i>[Speaker]</i> <i>Al</i>	<i>Camera</i> <i>Slideshow]</i>

13	Closing Song	Markus		<i>Video-Audio</i>	<i>[video]</i>
14	Closing Words			<i>Speaker</i> <i>Al</i>	<i>Camera</i> <i>Al</i>
	coffee hour				

Reflection Theme/Summary for Newsletter

WORSHIP MATERIALS and LINKS

Board Minute/8th Principle

Readings

Chalice Lighting

Closing Words

Action Items - Emails

- Confirm Welcome Speaker
- 8th Principle
- Readers
- Tech Person
- Time for All Ages - Materials